



# Shoreline Planning Competitive Grant Pre-Application Workshop

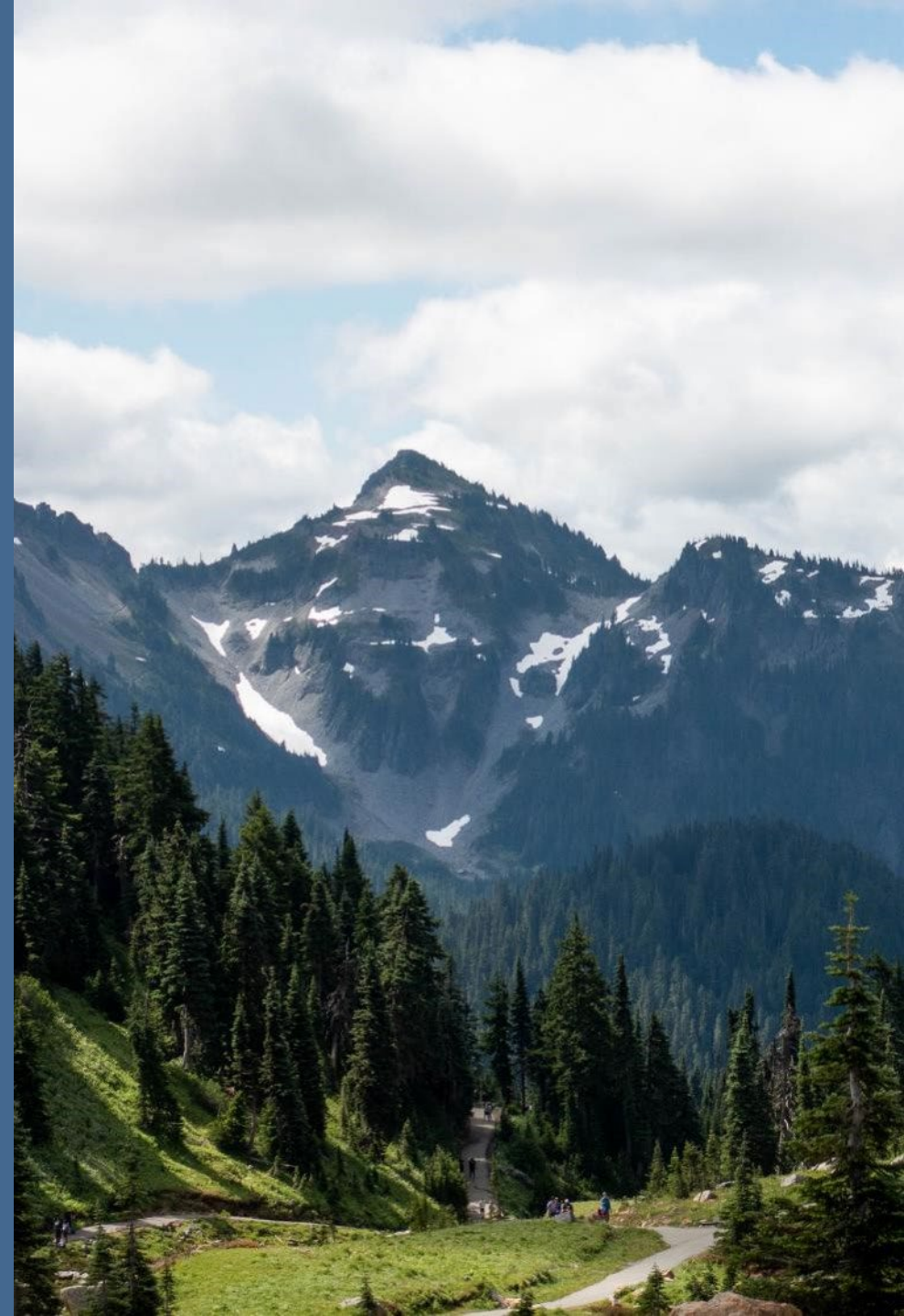


Shorelands & Environmental Assistance Program  
June 5 & 12, 2023

# Welcome

Misty Blair

Shoreline Management Policy Lead



**This workshop is being recorded, and the video may be posted on our webpage.**



# Agenda

- 1 Welcome and introduction
- 2 Grant program overview
- 3 Environmental justice/tribal engagement
- 4 Quality Assurance Project Plans (QAPPs)
- 5 Application process
- 6 Lessons learned
- 7 Audience Q & A



## **Shorelands and Environmental Assistance (SEA)**

**Together, we manage and protect shorelines  
in partnership with local governments**

# 2023-25 Shoreline Planning Competitive Grant Program

- Flexible funding for shoreline planning
- Open to any local government with an SMP
- Applicants must set up scope of work, deliverables, and budget



Reduce and  
prepare for  
climate impacts



Protect and  
manage our  
state's waters



Protect and  
restore Puget  
Sound



# Workshop Objectives

- provide feedback on eligibility
- answer questions about scoring criteria
- share ideas for addressing environmental justice
- provide information on the application process
- share helpful tips and resources

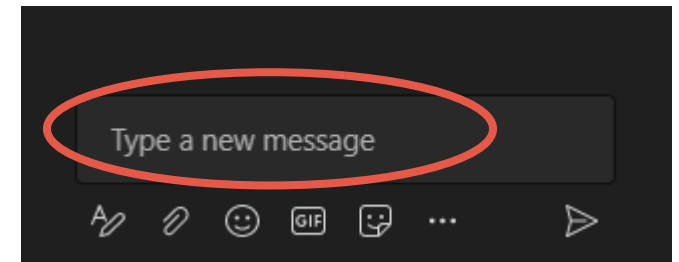
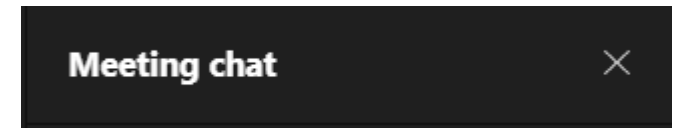
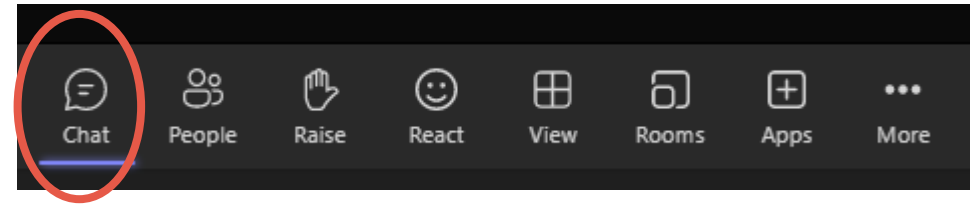


## Questions

- 20-minute Q&A session at the end of the workshop
- Use the chat feature to ask questions or post comments

# Questions

Type your  
question in  
the chat



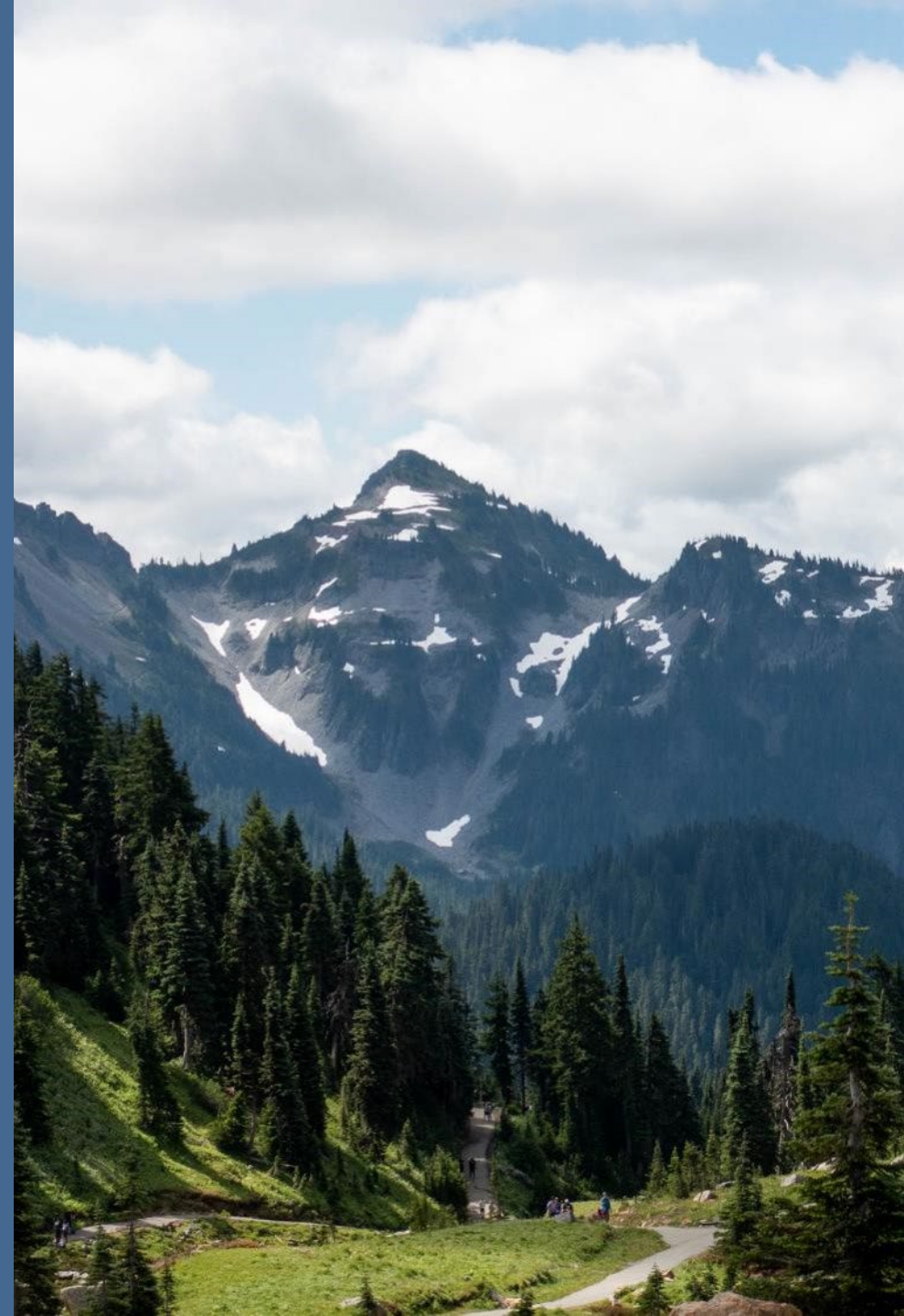
# Did you come to today's workshop with a project idea in mind?

- a) Yes
- b) No
- c) n/a, I'm here to learn more about the program.

**Please type your answer in the chat box.**

# Grant Program Overview

Rebecca Rothwell



Counties, cities, and towns with an SMP

Eligible  
applicants



## Eligible project types

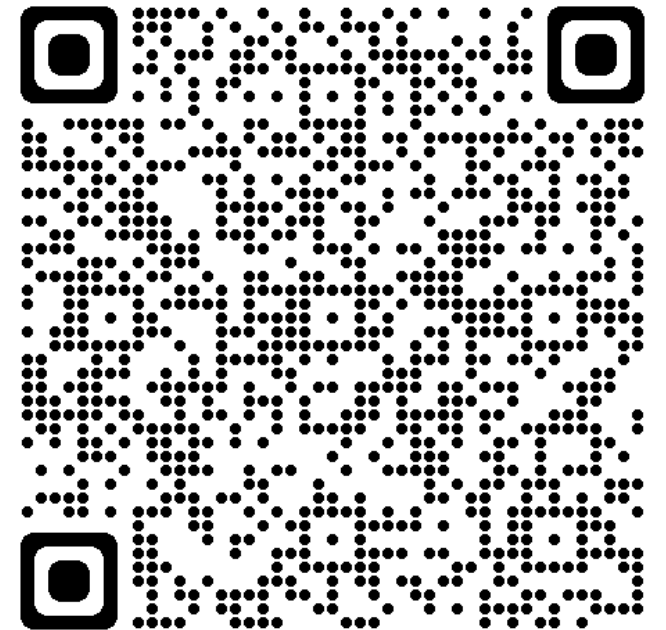
# Shoreline planning and planning-related projects

Examples:

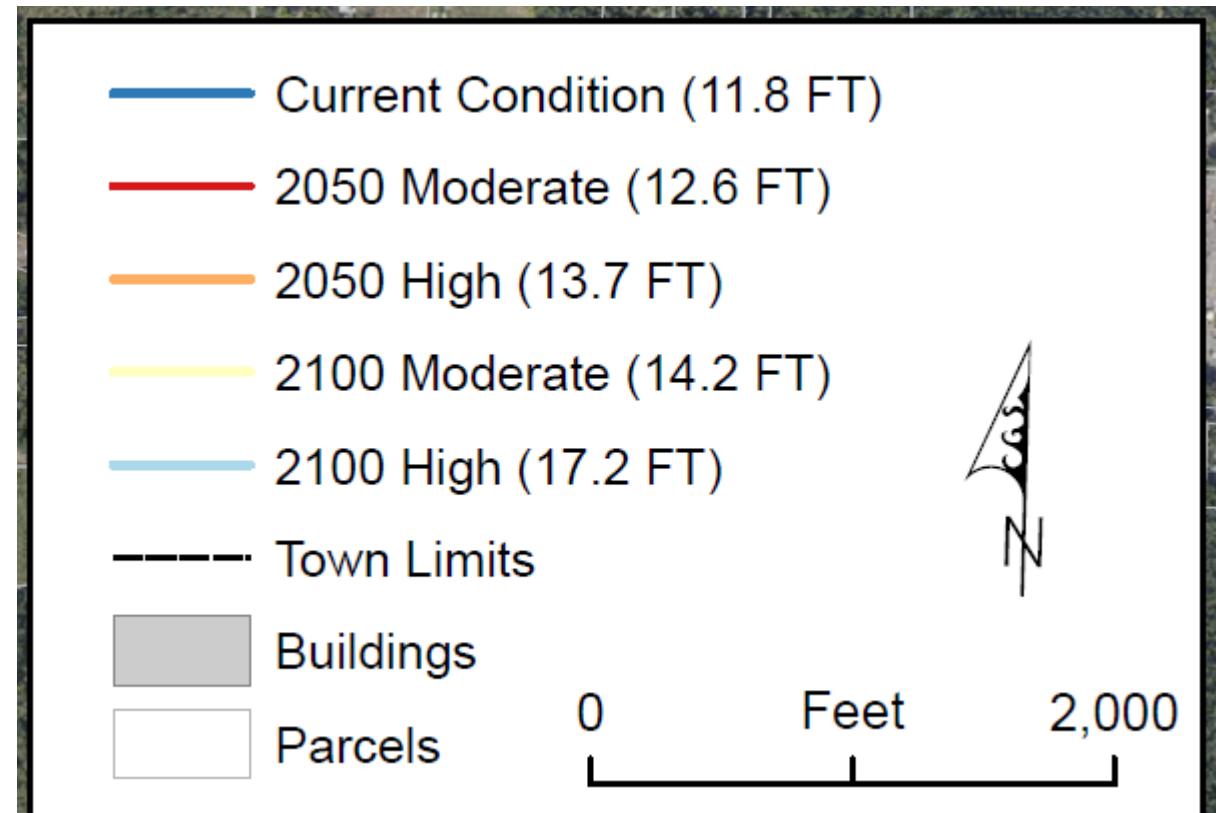
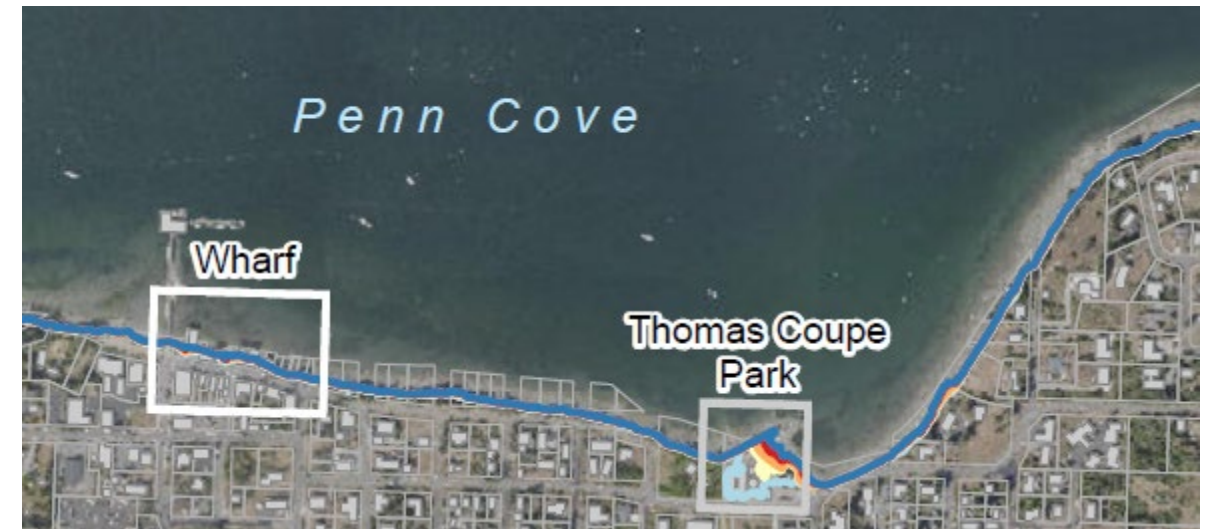
- Climate resilience planning
- Shoreline permit monitoring
- Channel migration zone studies
- Improving SMP implementation

# Climate impact resilience planning

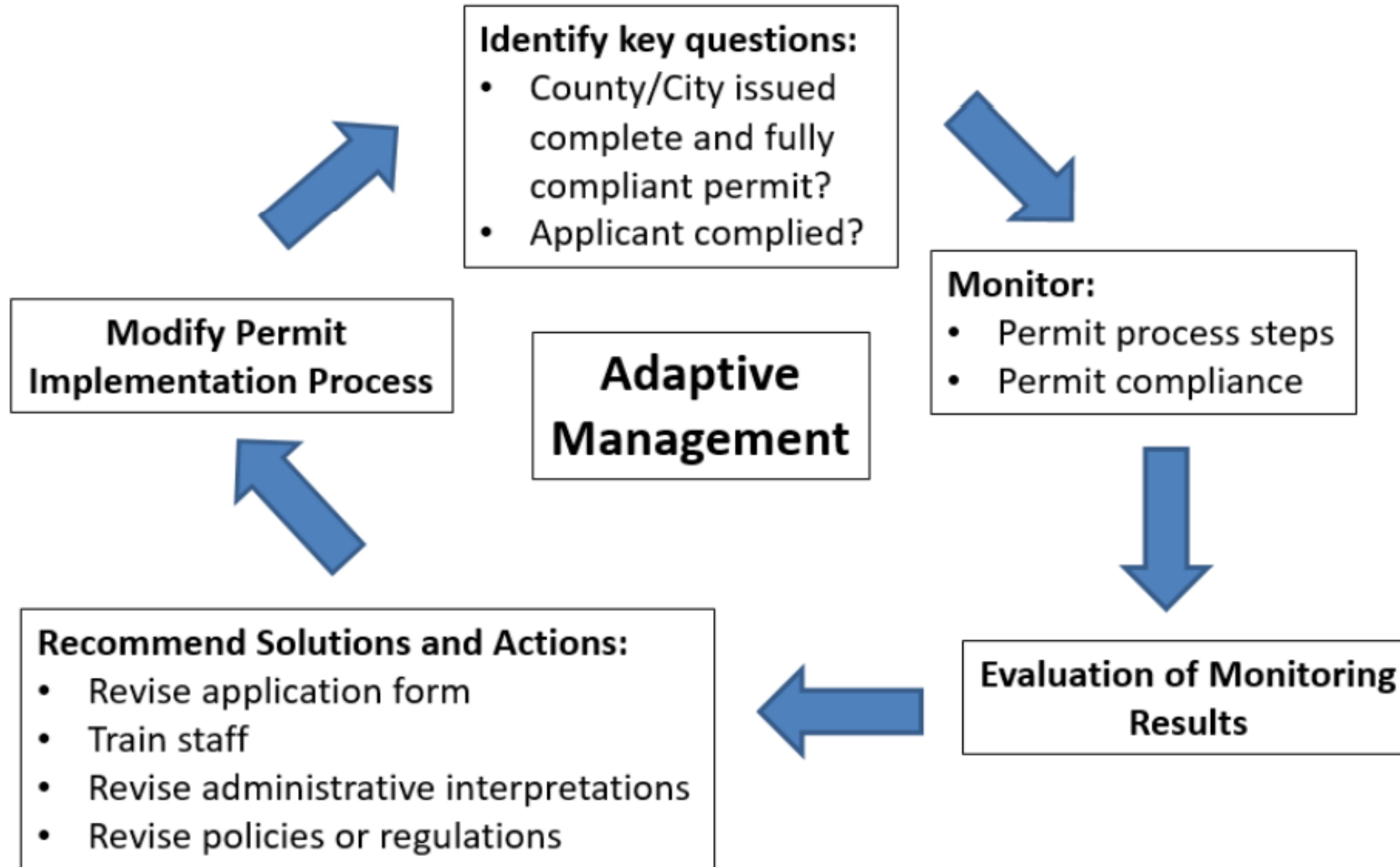
Climate impact planning projects can address one or more hazards related to sea level rise, channel migration, flooding, drought, or wildfire.



# Coupeville SLR vulnerability assessment



# Permit monitoring and adaptive management



# Other types of local planning priorities

- SMP user guide
- Updated application and counter materials
- Shoreline public access plan
- Updated restoration plan
- Accessibility update of existing documents, GIS platform
- Provide documents in another language

# Ineligible project types

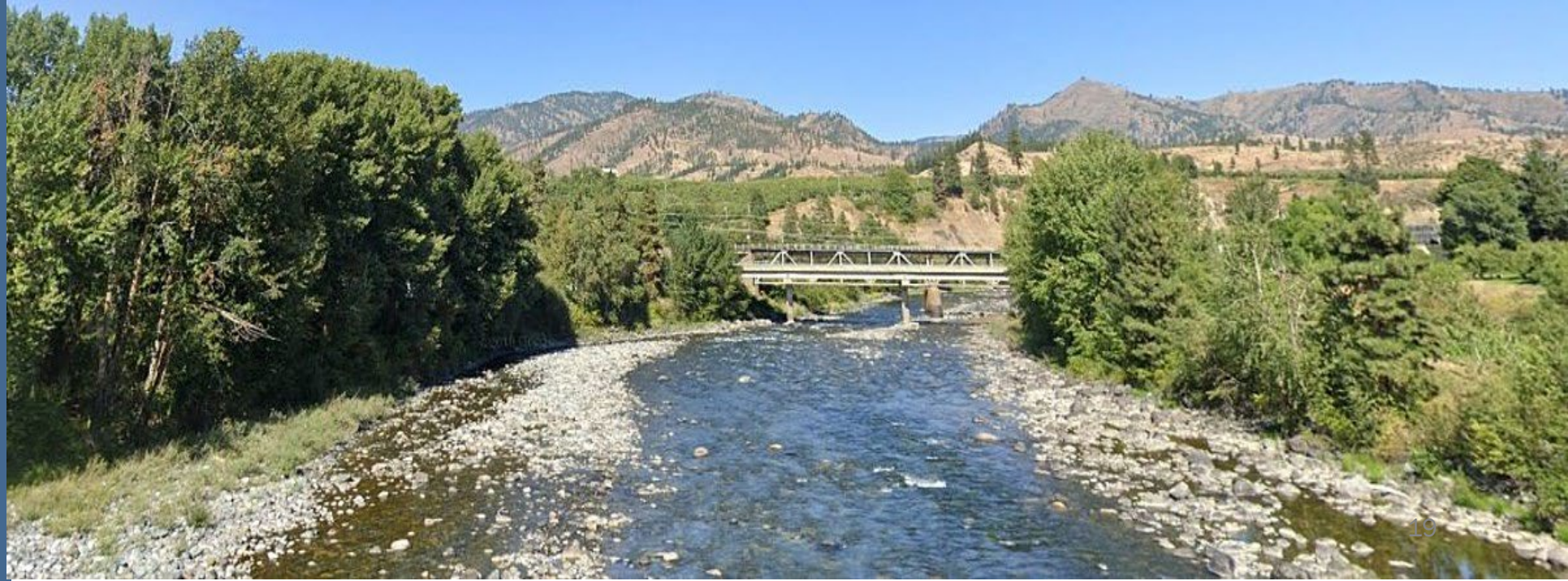
- Construction/development projects
- On-the-ground restoration projects
- Preliminary engineering work



**We have \$3 million available**

**The maximum award per project is \$250,000**

**Award  
amounts**



# Scoring criteria

1. Project description
2. Supports SMA policy, meets an identified need, and serves the public interest
3. Methods, timeline, and budget
4. Tribal engagement
5. Environmental justice
6. Population size
7. Regional distribution

# Scoring criteria

**Project description (20 points):** The project is well described and is ordered into tasks with clear outcomes and tangible deliverables

# Scoring criteria

## **Nexus to the Shoreline Management Act (20 points):**

The project supports the policy of the Shoreline Management Act, the project's benefits will serve the public interest, and there is a clear need or problem that the project addresses.

# Scoring criteria

Methods, timeline, and budget (10 points)



# Scoring criteria

## **Tribal engagement (5 points)**

The proposal prioritizes and incorporates tribal engagement.

## **Environmental justice (10 points)**

The project prioritizes environmental justice. Points will be awarded to overburdened communities based on demographics.

# Scoring criteria

## **Population size (5 points)**

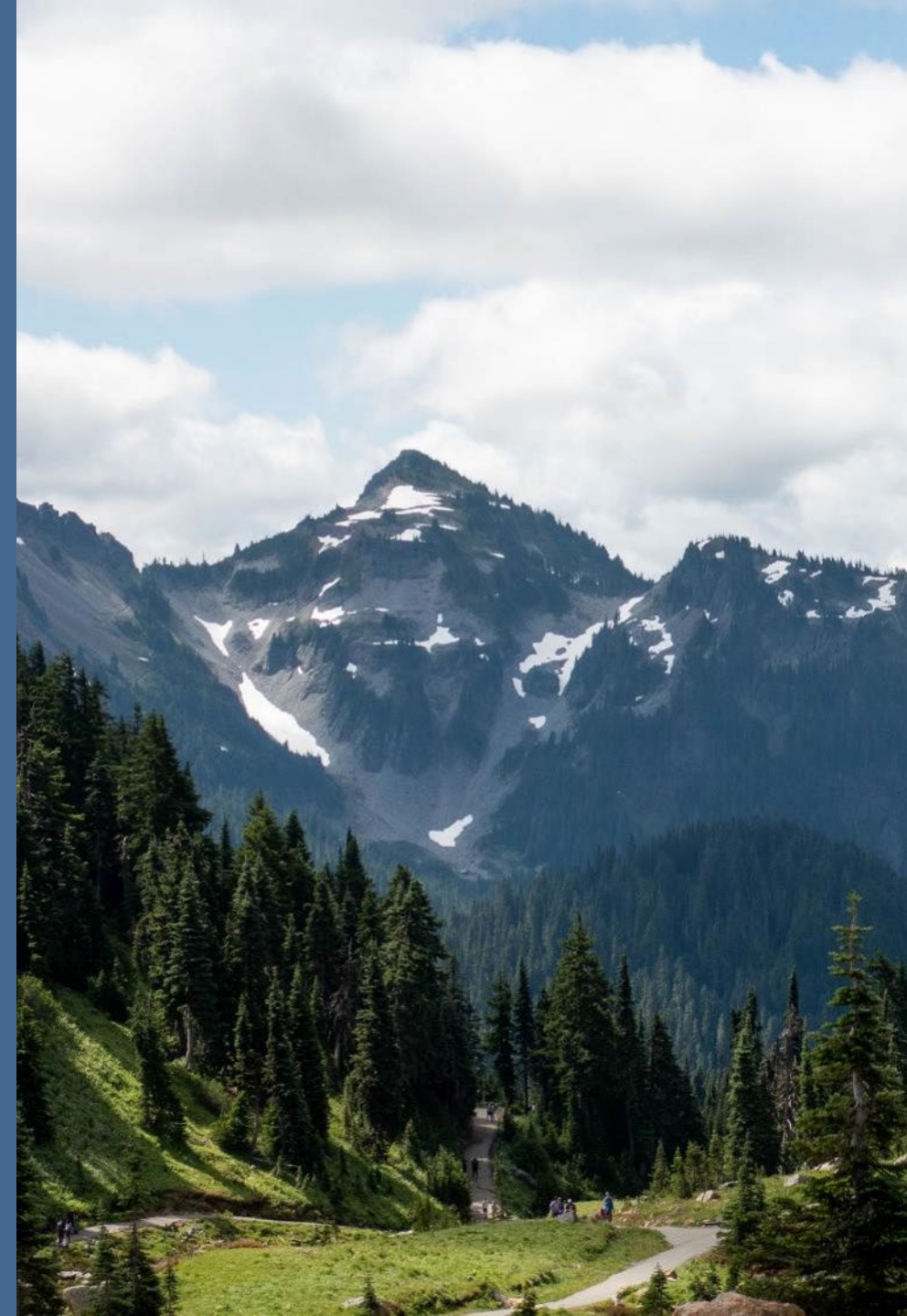
Points will be automatically awarded to smaller jurisdictions based on population size.

## **Regional distribution (5 points)**

Proposals in central and eastern Washington are automatically awarded points in order to promote projects across the state.

# Environmental justice and Tribal engagement

Olivia Zimmerman



# What is Environmental Justice?

- Equitable exposure to environmental benefits and burdens across populations
  - Currently, marginalized and historically ignored communities face greater environmental burdens and fewer benefits



Image source: Front and Centered – [HEAL Progress Report](#)

# Two Components – EJ Criteria

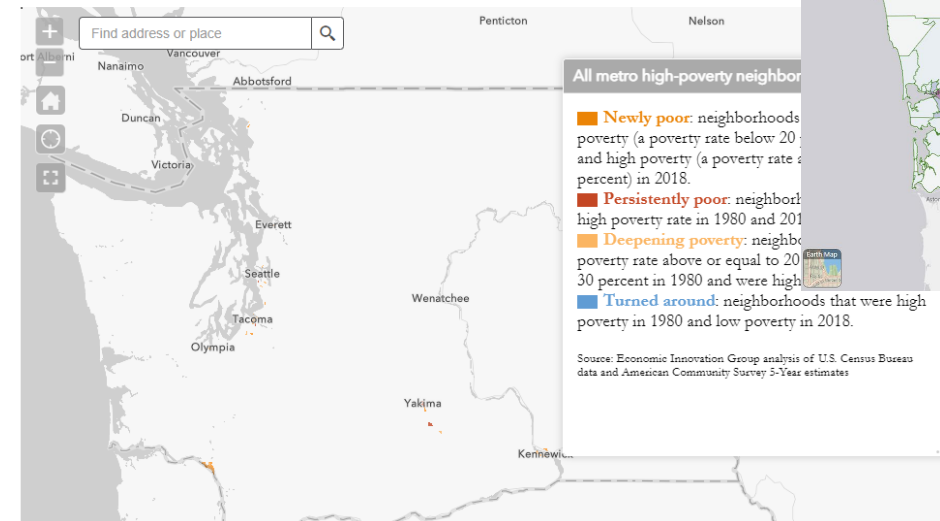
1. Mapping exercise
2. Narrative

# Environmental Justice

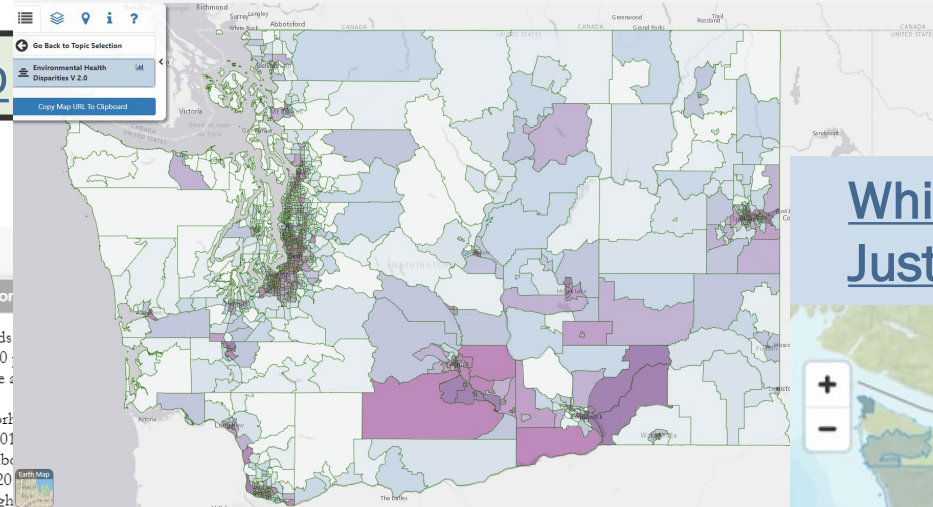
Points are awarded based on demonstration that the applicant used the mapper tools and provided a narrative explaining the relevance of this information to the project.

## Distressed Communities Index Map

The map below shows all high-poverty neighborhoods in metropolitan areas in 2018 and the metro neighborhoods that were high-poverty in 1980 but have successfully turned around.



## Washington State Department of Health's interactive map



## White House Climate & Economic Justice Screen Tool



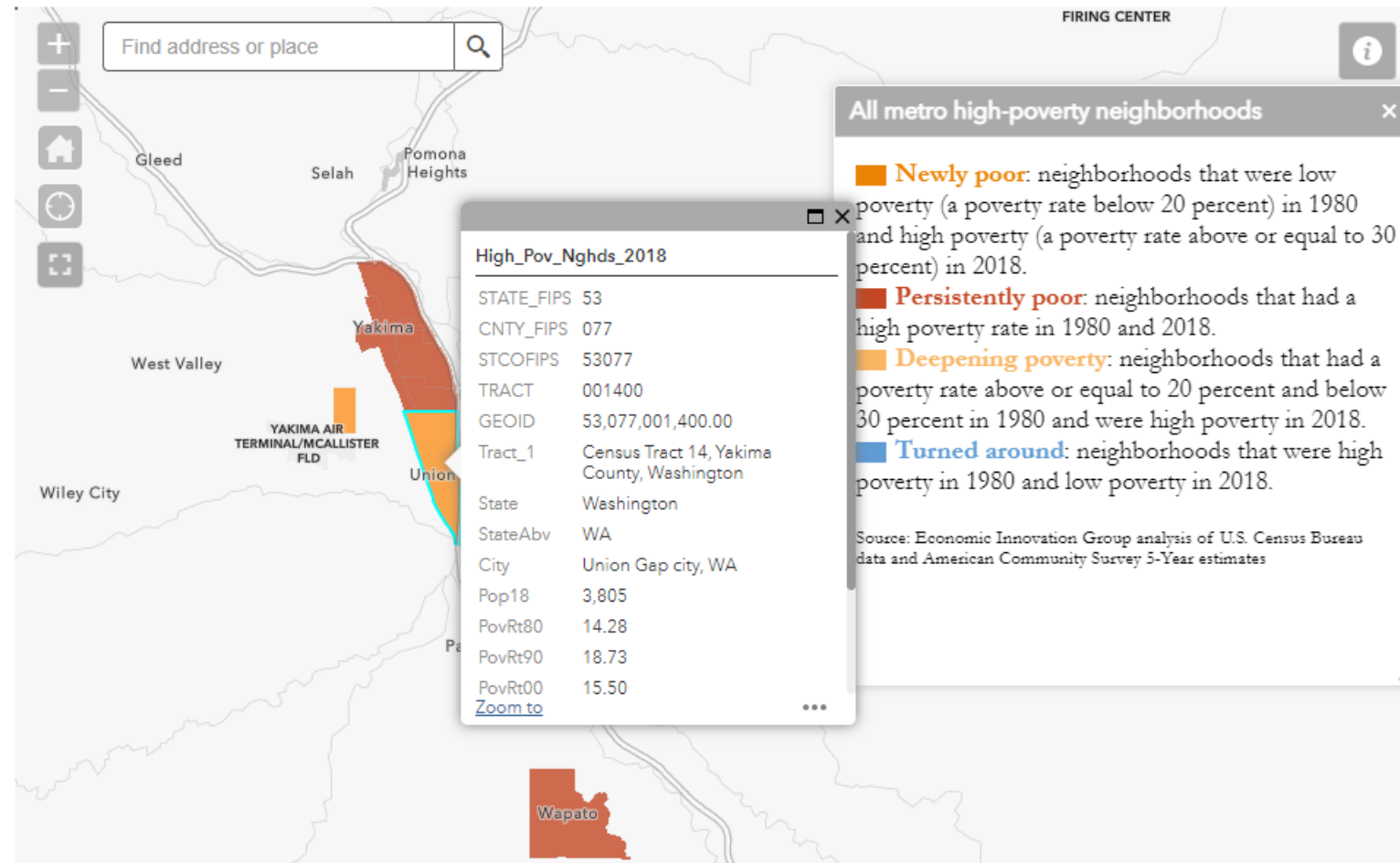
# Distressed Communities Index Map

Economic  
Innovation Group  
high poverty  
neighborhoods  
interactive map.

Covers poverty as:

- New
- Persistent
- Worsening
- Improving

The map below shows all high-poverty neighborhoods in metropolitan areas in 2018 and the metro neighborhoods that were high-poverty in 1980 but have successfully turned around.



# Washington State Department of Health's interactive map

Environmental Public Health Data mapper covering:

Environmental Health Disparities

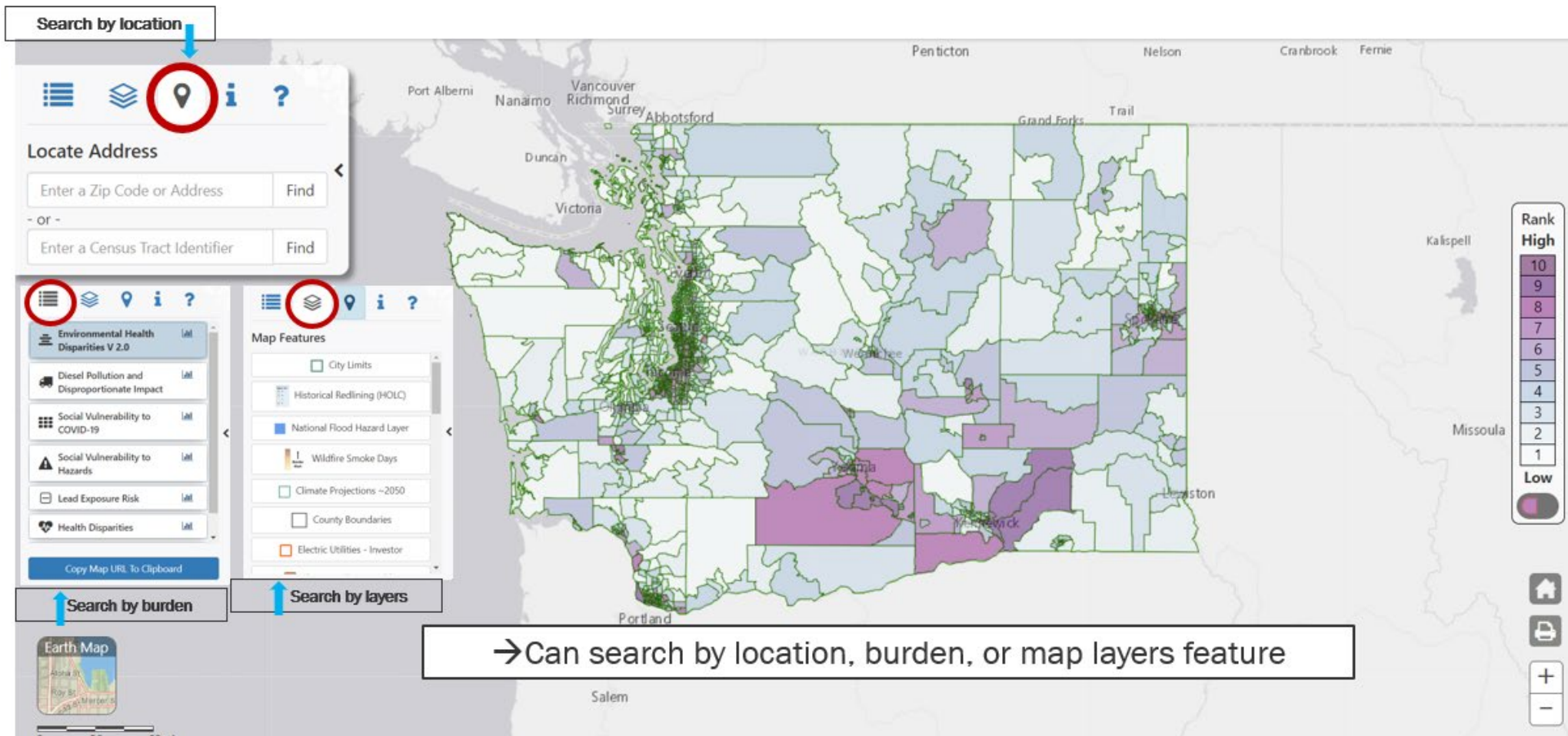
Diesel Air Pollution

Covid-19

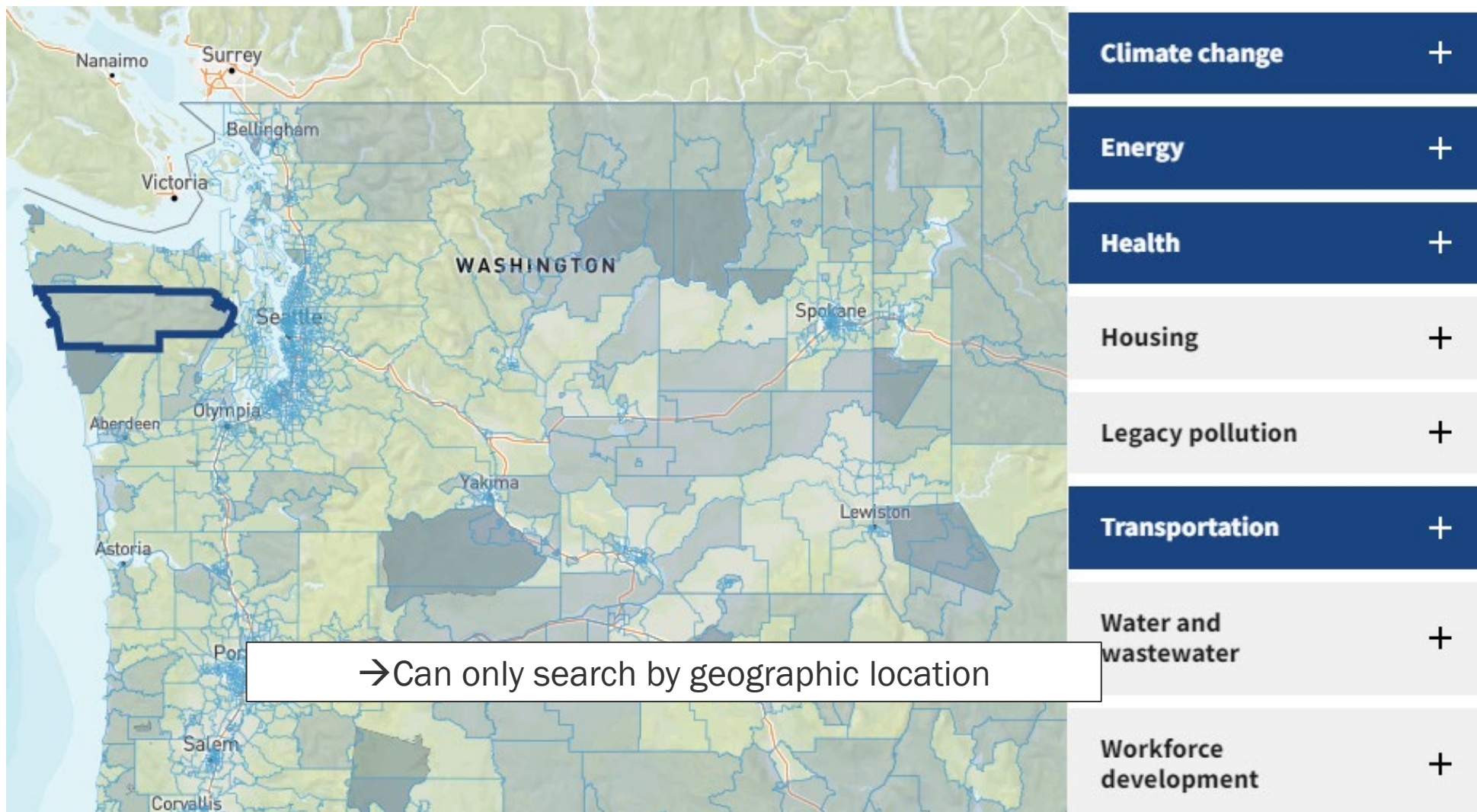
Lead Exposure

Social Demographic

Population Health



# White House Climate & Economic Justice Screen Tool



## Climate change

### Expected agriculture loss rate

Economic loss to agricultural value resulting from natural hazards each year

64th  
not above 90th  
percentile

### Expected building loss rate

Economic loss to building value resulting from natural hazards each year

90th  
above 90th  
percentile

### Expected population loss rate

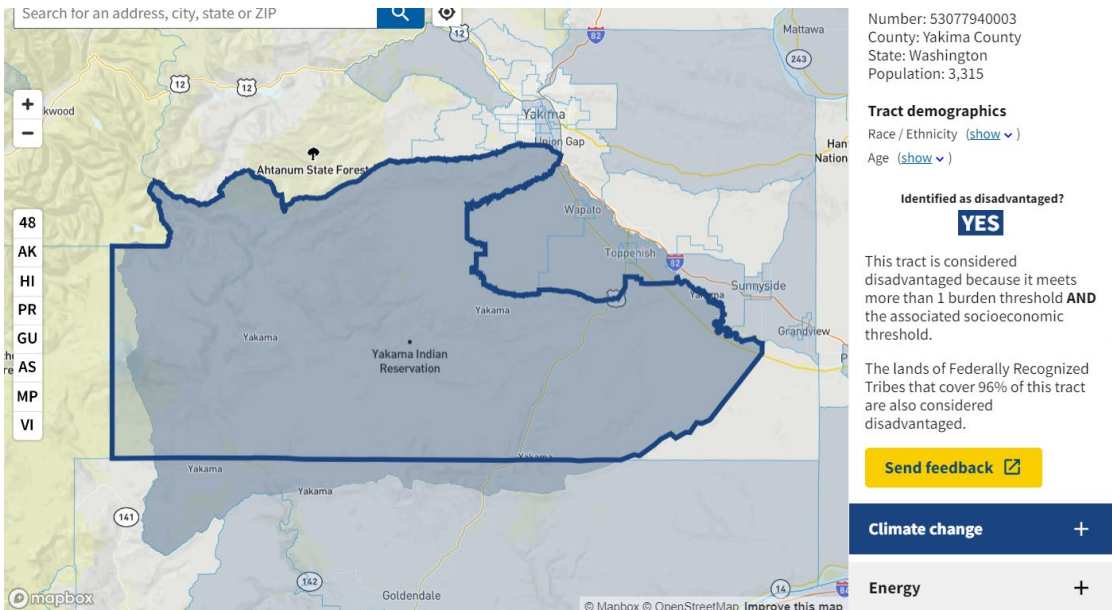
Fatalities and injuries resulting from natural hazards each year

76th  
not above 90th  
percentile

### Projected flood risk

Projected risk to properties from projected floods, from tides, rain, riverine and storm surges within 30 years

84th  
not above 90th  
percentile



### Projected wildfire risk

Projected risk to properties from wildfire from fire fuels, weather, humans, and fire movement in 30 years

86th  
not above 90th  
percentile

## AND

### Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

78th  
above 65th  
percentile

## Health

### Asthma

Share of people who have been told they have asthma

94th  
above 90th  
percentile

### Diabetes

Share of people ages 18 years and older who have diabetes other than diabetes during pregnancy

88th  
not above 90th  
percentile

### Heart disease

Share of people ages 18 years and older who have been told they have heart disease

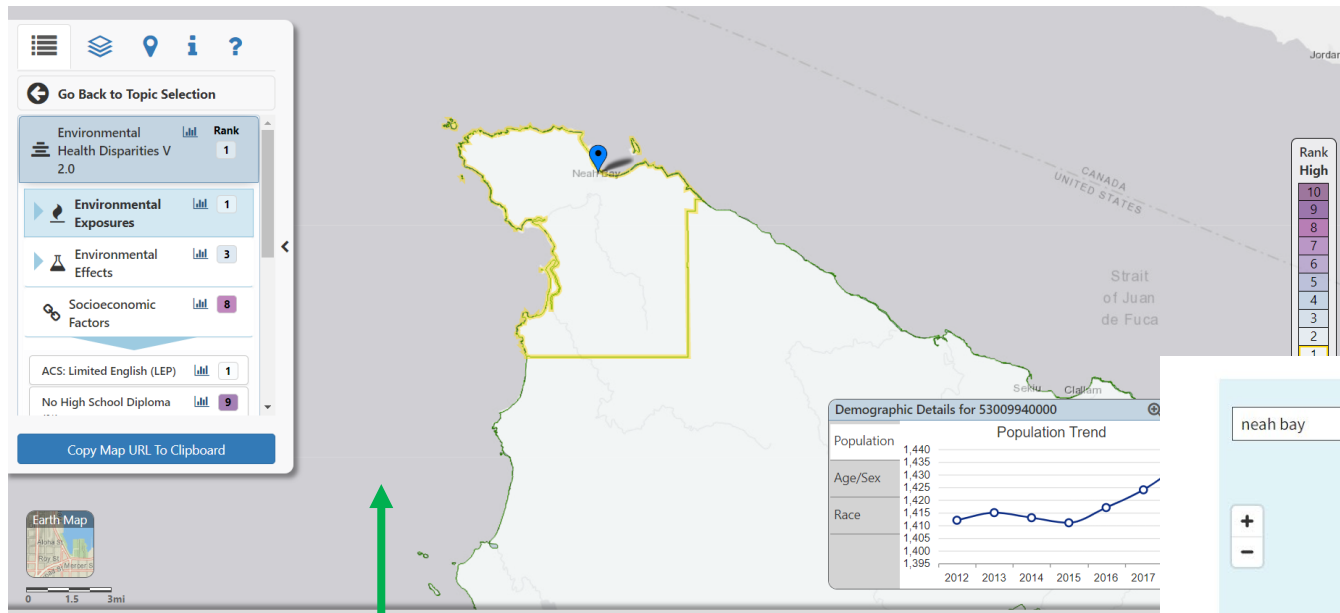
88th  
not above 90th  
percentile

### Low life expectancy

Average number of years a person can expect to live

91st  
above 90th  
percentile

# Neah Bay Comparison

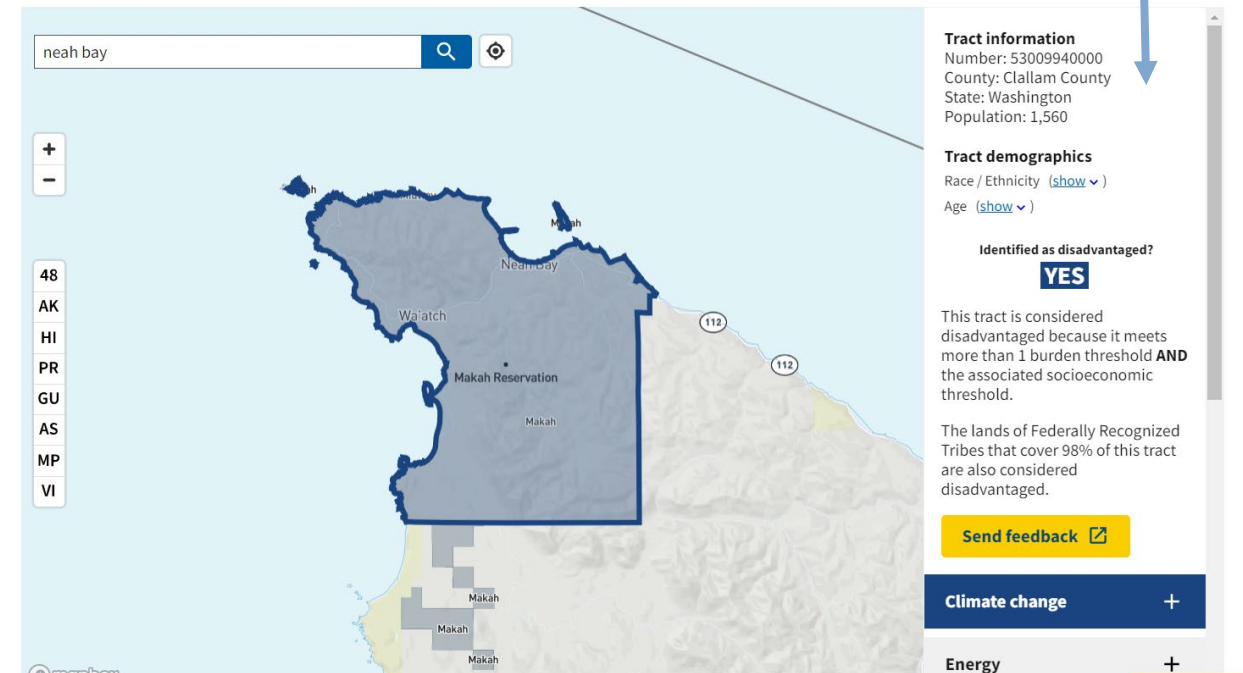


## DOH Mapper

- Ranks low (1) on environmental health disparities and environmental exposures
- Ranks low (3) on environmental effects
- Ranks high (9) on socioeconomic factors

## Climate and Economic Justice Screening Tool

- Blanket yes or no for 'identified as disadvantaged'; Neah Bay is yes
- Based on socioeconomic threshold and 2+ 'burdens'
- Climate change, health, and workplace development are all identified 'burdens'



# Environmental Justice Narrative

- How does your project address environmental inequities in your jurisdiction?
  - This can draw from the mapping exercise
- Provide inclusive community engagement opportunities
- Ensure voices from all potentially impacted persons are heard
  - Community engagement and environmental justice are distinct

# Examples of Inequities in the Shoreline

- Disproportionate exposure to:
  - Flooding
  - Sea level rise
  - Erosion
- Public access and wellbeing
  - Where are your local shoreline access areas?
- Loss of culturally and economically significant food resources
  - Degraded habitat

# Environmental Justice Funding Guidelines

- 10 points total
    - 5 points for mapping exercise (3 = partial)
    - 5 points for narrative (3 = partial)
- Goal is not to create additional barriers to applying, but to support development of projects that have the greatest and most inclusive benefit for your community.

# Tribal Engagement

- Projects that include tribal consultation and partnership will be prioritized.
- Describe your strategy for engaging tribal governments to understand tribal interests, relevant efforts, available information, and methods for coordination and input.

# Tribal Engagement – Point Distribution

- Full points (5): Awarded to applications that include **a tribal support letter** or for projects that are otherwise conducted **in partnership with a tribal government**.
- Partial points (3): Awarded for proposals that provide a **robust tribal engagement strategy that exceeds the standard noticing requirements of the SMA and implementing rules**

# Environmental and Tribal Justice Lens

- Environmental and Tribal justice are integral to meeting Washington's natural resource management goals

Please feel free to contact me if you have questions:

[Olivia.zimmerman@ecology.wa.gov](mailto:Olivia.zimmerman@ecology.wa.gov)

# Quality Assurance

Misty Blair



# Quality Assurance Project Plans (QAPPs)

A QAPP describes the objectives of the study and the procedures to be followed to achieve those objectives.

- Document all roles and expectations
- Increase efficiency by reducing the chance of errors and the need to repeat work
- Increase reliability of decisions made with project results
- Increase credibility and defensibility of project results

# Quality Assurance Project Plans (QAPPs)

A QAPP is required if your project will do any of the following :

- Generate new environmental data.
- Analyze existing environmental data (including GIS data).
- Model environmental conditions.

**Most projects will require a QAPP.**

# Quality Assurance Project Plans (QAPPs)

The level of detail in each QAPP will vary according to the nature of the work being performed and the intended use of the data.

Project uses **existing** data sources with established methods or protocols **without** modification.

Project collects **new** data following an established method or protocols **without** modification.

Project collects **new** data or uses **existing** data following an established method or protocols **with** modification.

Project collects **new** data or uses **existing** data following a new or unique method or protocols.

The level of documentation required increases as you move to the right

# Quality Assurance Project Plans (QAPPs)

- In general, Ecology recommends that you allocate at least 5% of the overall project cost for a budget estimate.
- It can take 2-4 months to develop a QAPP, depending on the complexity of the project.

# Quality Assurance Project Plans (QAPPs)

The QAPP must be completed and approved prior to beginning project work.



# Consider the following when designing your project and applying for your grant:

**Scope of Work** - The QAPP review and approval process is part of your scope of work.

**Budget** - The cost of creating a QAPP should be reflected in your project budget.

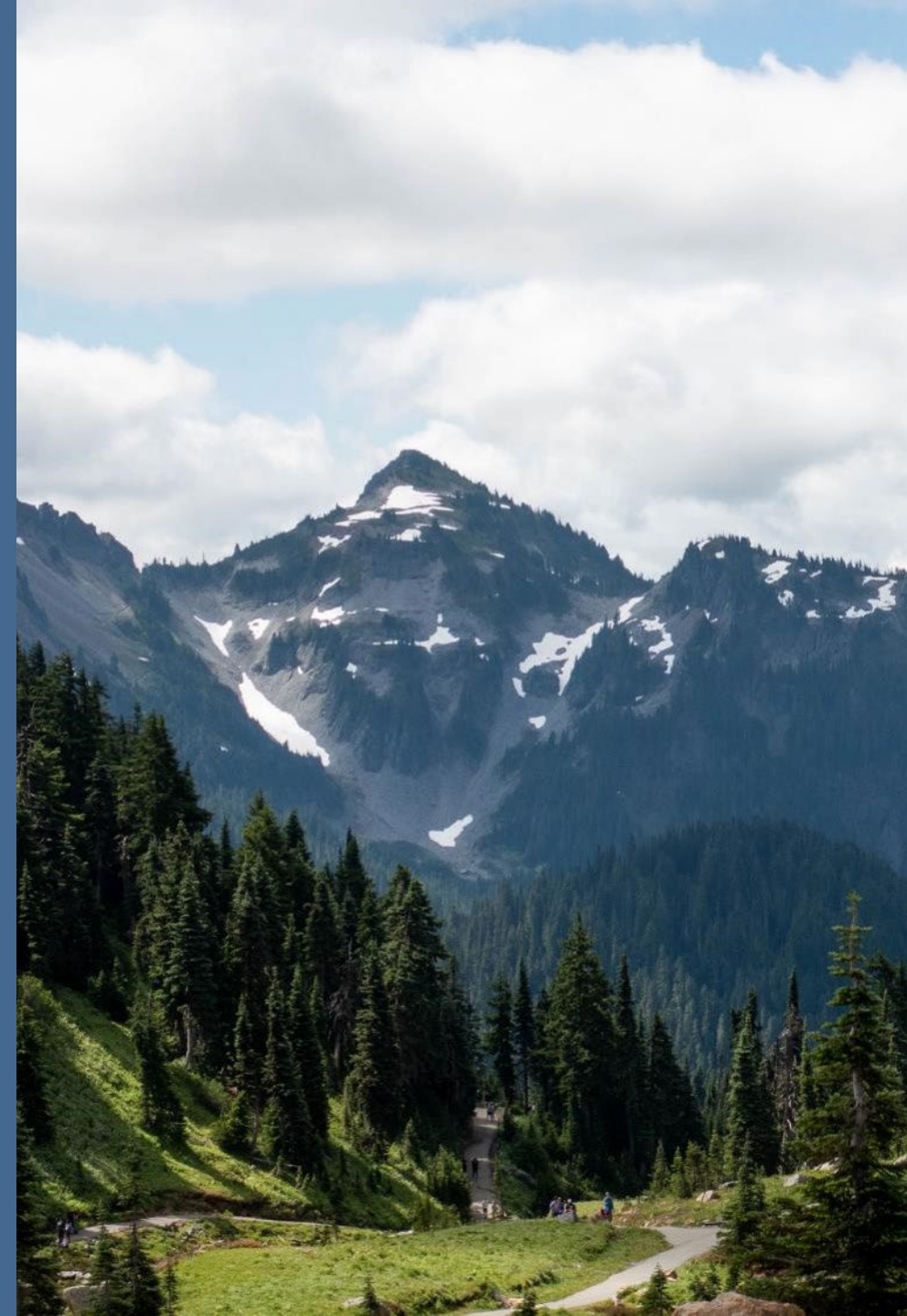
**Timeline** - Creating a QAPP and having it reviewed/approved by Ecology's SEA QA Coordinator should be reflected in your project timeline.

Start the QAPP process early.

# The Application Process

Amy Krause

Fund Coordinator and EAGL Technical Support

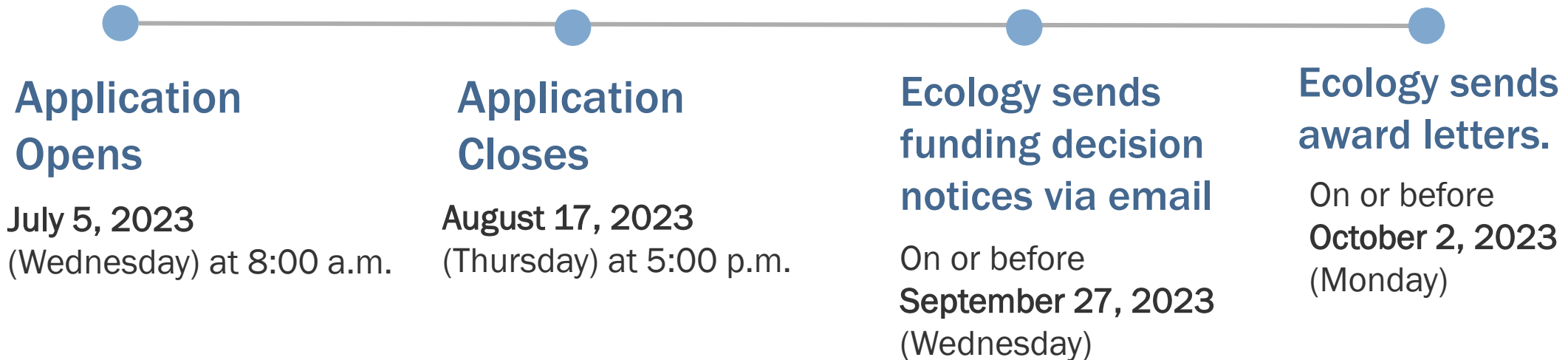


# 2023-25 Shoreline Planning Competitive Grants

## Funding cycle timeline

Important dates for Applicants

All funds must be spent by **June 30, 2025.**



Agreements for funded projects will be finalized and signed in Nov. /Dec. 2023

# Available Resources

## Website

Shoreline Planning Competitive Grants webpage

<https://ecology.wa.gov/About-us/Payments-contracts-grants/Grants-loans/Find-a-grant-or-loan/Shoreline-planning-competitive-grants>

Shoreline Planners Toolbox

<https://ecology.wa.gov/Water-Shorelines/Shoreline-coastal-management/Shoreline-coastal-planning/Shoreline-planners-toolbox>

## Funding Guidelines

This document is available on Ecology's website at:

<http://ecyapfaff/Biblio2/SummaryPages/2306007.html>

- Chapter 3: Applying for Funding – Application process and requirements.
  - Applicants and their hired consultants are required to sign up for a Secure Access Washington (SAW) and EAGL User Accounts.
- Appendix A: EAGL-Scope of Work Application forms.

## Application Prep Tool

This document is available on Ecology's website at:

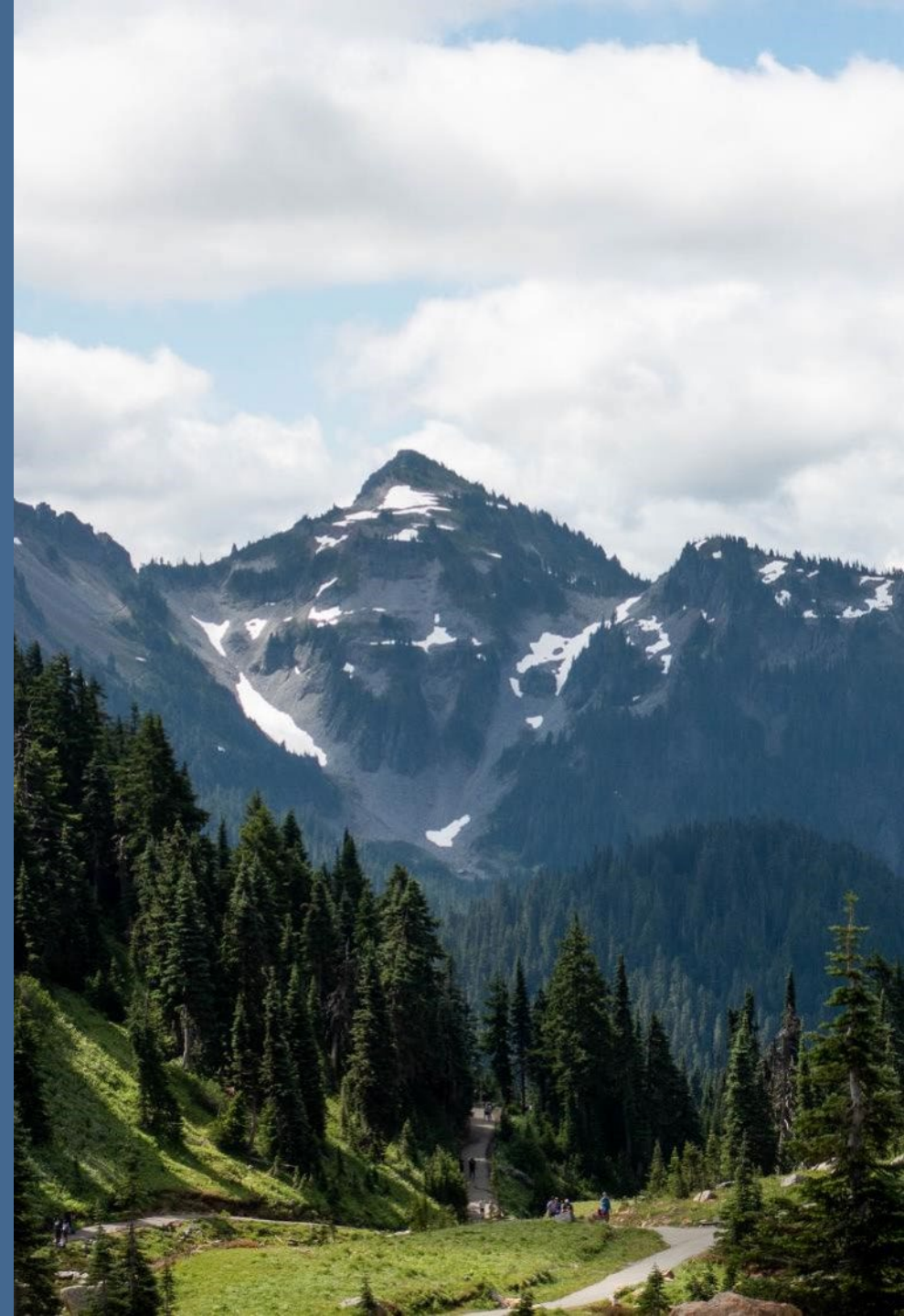
<https://fortress.wa.gov/ecy/ezshare/sea/ShorelinePlannerToolbox/2023-2025/23-25%20SPC%20Grants%20Application%20Prep%20Tool.docx>

# Steps to take when applying

- 1 Each organization member signs up for a Secure Access Washington Account (SAW) and EAGL User Account.
- 2 Applicant fills out the Application Prep Tool (Word doc) while waiting for the EAGL application to open on July 5.
- 3 Applicant initiates an EAGL application when it opens on July 5, 2023, at 8:00 a.m. or shortly thereafter.
- 4 Once the Application Prep Tool is refined and finalized, the applicant can copy and paste the information into the EAGL application.
- 5 Applicant submits their application no later than August 17, 2023, at 5:00 p.m.


# Application Prep Tool

Get a jump start on your proposal




# Demonstration

Cutting and pasting Application Prep tool into the EAGL Application  
*The SMP Competitive Funding Guidelines and Application Instructions will be available to you once you apply.*



DEPARTMENT OF  
ECOLOGY  
State of Washington

Ecology's Administration of Grants & Loans (EAGL)  
TEST ENVIRONMENT



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[SHOW HELP](#)

Welcome  
Amy  
(SAW)  
Authorized  
Official

Instructions:

Select the SHOW HELP button above for detailed instructions on the following.

- > Applying for an Opportunity
- > Using System Messages
- > Understanding your Tasks
- > Managing your awarded grant

The system will undergo maintenance on Mondays from 2:00-3:00 PM.  
Please save your work and exit the system prior to this time in order to avoid losing data.  
Thanks for your patience.

**Public Disclosure Notice**  
Information you provide through use of this site is public information and subject to inspection and copying by members of the public.

In the State of Washington, laws exist to ensure that government is open and that the public has a right to access appropriate records and information possessed by state government. As a public agency, all our information is governed by laws such as Washington's Public Records Act, [RCW 42.56](#) (link is external). The Public Records Act states that each agency, in accordance with published rules, shall make available for public inspection and copying all public records unless the record falls within specific exemptions under state or federal law.

If you have questions, contact Dawn Drake at [Dawn.Drake@ecy.wa.gov](mailto:Dawn.Drake@ecy.wa.gov).

Hello Amy (SAW), please choose an option below.



[View Available Opportunities](#)

You have 22 opportunities available.  
Select the **View Opportunities** button below to see what is available to your organization.

[VIEW OPPORTUNITIES](#)



[My Inbox](#)

You have 50 new messages.  
Select the **Open My Inbox** button below to open your system message inbox.

[OPEN MY INBOX](#)



[My Tasks](#)

You have 10 new tasks.  
You have 2 tasks that are critical.  
Select the **Open My Tasks** button below to view your active tasks.

[OPEN MY TASKS](#)

## 2023-25 Shoreline Planning Competitive Grant Program EAGL Application Prep Tool | Example TEST Application

The purpose of this document is to help applicants organize answers to the questions in the **Shorelands Shoreline Planning Competitive 2023-2025 grant application** to be prepared when it opens on July 5, 2023. You **cannot** submit this document as the application, but instead use it as a tool to help prepare your on-line application for submittal through [Ecology's Administration of Grants and Loans \(EAGL\)](#).<sup>1</sup> You can copy and paste your answers directly from this **prep tool** document into the EAGL application forms.

It is best to prepare plain text without bullets (you can use dashes, numbers, or letters in place of bullets). EAGL does not allow for some special characters, and may remove formatting features, so avoid using them. We encourage structuring your language to be easy to read, using spaces between paragraphs, dashes, and active language.

The EAGL grant application is available on **July 5, 2023 at 8:00 a.m., until August 17, 2023 at 5:00 p.m.** Do not wait until the last day to copy and paste this information into the application. This document will not catch mathematical errors and there may be additional information you need to enter into EAGL that this document does not contain.

This **prep tool** provides character limits for each section below. You can highlight the draft text and in your Word tool bar select the "Review" tab and open "Word Count." Once you open it, you can see the number of characters with spaces to ensure you are meeting EAGL size restrictions. Required sections are marked with an asterisk (\*).

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<sup>1</sup> <https://ecology.wa.gov/About-us/How-we-operate/Grants-loans>

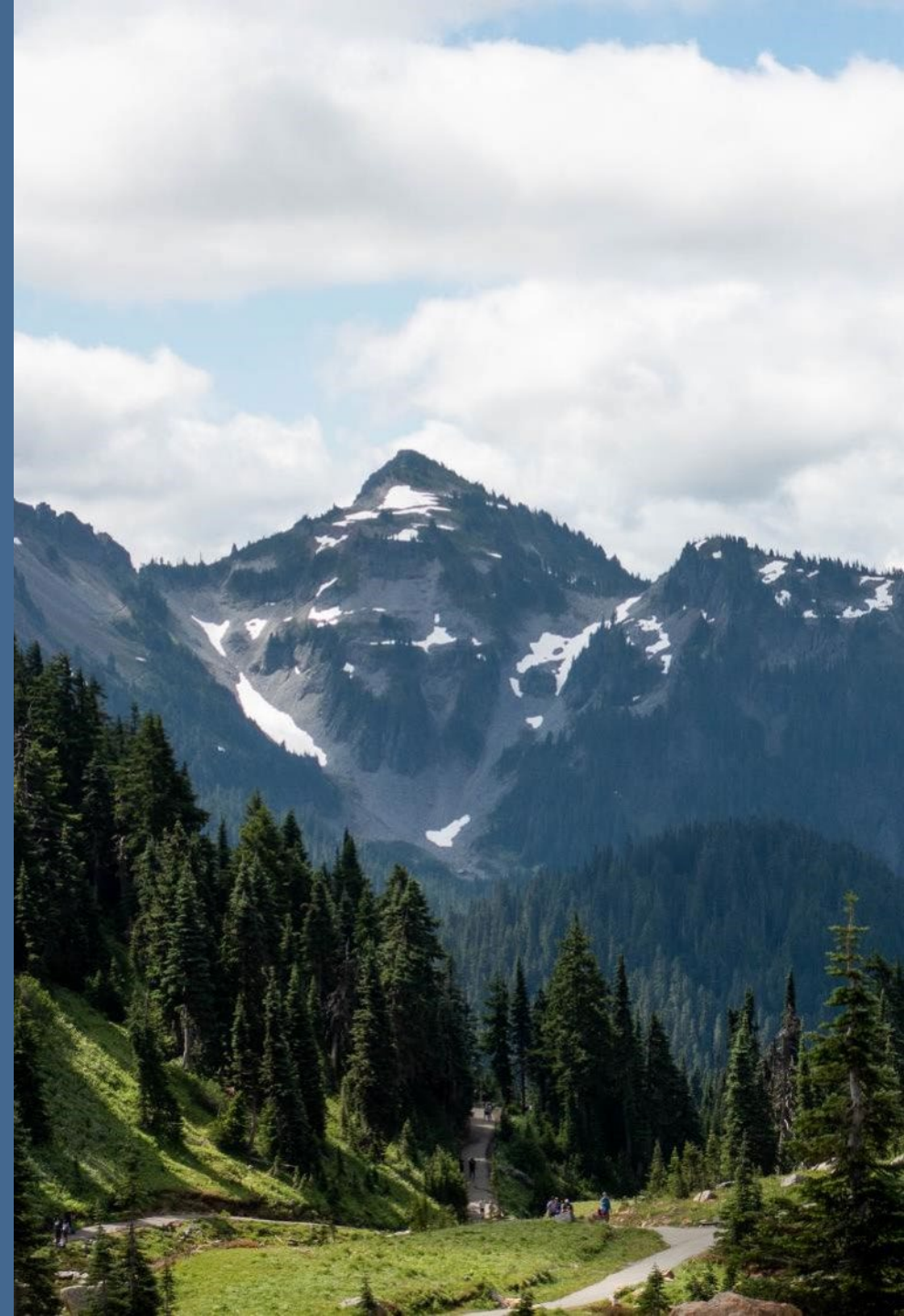
## EAGL Application Questions

Amy Krause, Fund Coordinator and Financial Manager  
[amy.krause@ecy.wa.gov](mailto:amy.krause@ecy.wa.gov) or 360-742-7789

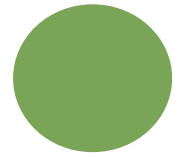
Michele Boderck, Fund Coordinator and Financial Manager  
[michele.boderck@ecy.wa.gov](mailto:michele.boderck@ecy.wa.gov) or 360-764-6807

# Lessons Learned

Misty Blair



# Lessons Learned



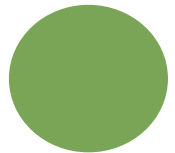
Writing, negotiating, and finalizing the agreement can take time.



Finding a consultant can be challenging.



Build in time for Ecology to review drafts of documents.



Consultant contract tasks should align with the tasks outlined in your grant agreement.

# Tasks on invoices need to match agreement

Task Number: 1

Task Cost: \$0.00

Task Title: 1. Project Administration / Management

Task Description:

The RECIPIENT shall provide necessary project oversight to complete the scope of work in compliance with this ECOLOGY agreement, which includes project coordination, administration and management.

A. The RECIPIENT shall coordinate with ECOLOGY throughout the project. The RECIPIENT will provide ECOLOGY opportunities to review draft deliverables at appropriate intervals. ECOLOGY will provide ongoing technical assistance, and will evaluate consistency of deliverables with the Shoreline Management Act and applicable guidelines throughout the review process.

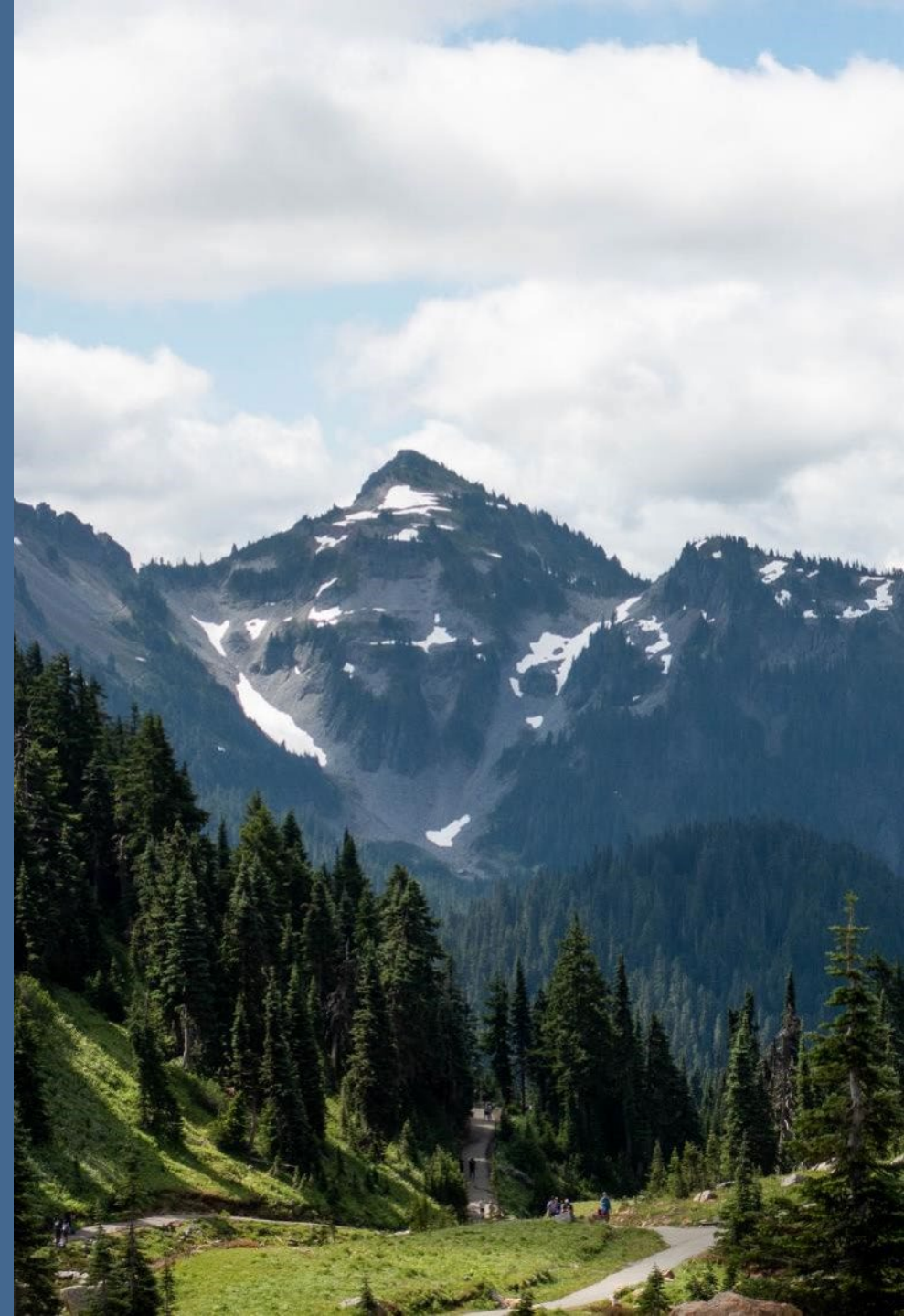
B. The RECIPIENT shall conduct project management activities including compliance with state statutes and rules, project scheduling, adherence to the scope of work, timelines, and due dates; request for, and if applicable, conducting the competitive procurement process including preparation of contractor bidding documents, advertisements, and grant monitoring.

C. The RECIPIENT shall submit quarterly progress reports and payment requests (PRPRs) with supporting documentation; maintain project records; and submit ECOLOGY-approved deliverables by the due dates established between ECOLOGY and the RECIPIENT.

# Tasks on invoices need to match agreement

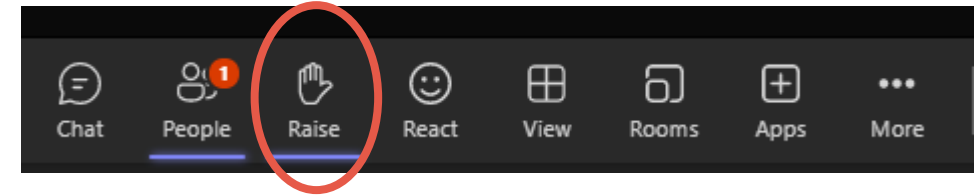
Project				
Email Invoice:				
<u>Professional Services from February 25, 2023 to March 31, 2023</u>				
Task	001	Implementation Plan Development		
Professional Personnel				
		Hours	Rate	Amount
Engineer II		7.50	155.99	1,169.93
GIS Analyst VI		12.50	245.19	3,064.88
GIS Analyst III		15.75	137.08	2,159.01
	Totals	35.75		6,393.82
	Total Labor			6,393.82
Reimbursable Expenses				
Mileage Employee Vehicle				
3/27/2023		Mileage to and from site visits	59.41	
	Total Reimbursables		59.41	59.41
		Task Total		\$6,453.23

# Q & A

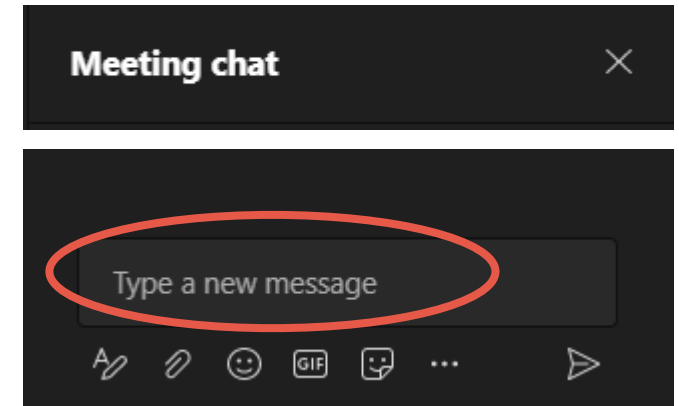
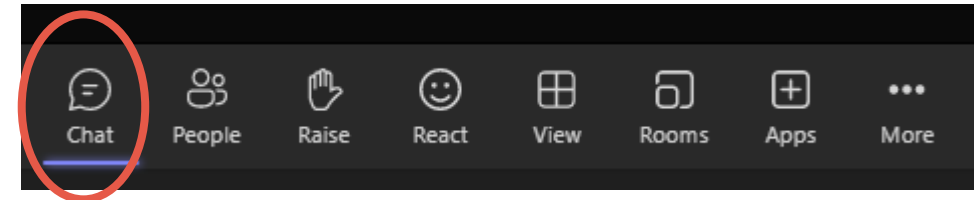


## Two ways to ask a question

Verbally –  
click the  
“raise”  
button



Type your  
question in  
the chat



# Questions after the workshop?

**Assistance with project proposals:** Contact your Ecology regional shoreline planner. Find your assigned planner on Ecology's shoreline management contacts page (QR code).

## **EAGL application process:**

Amy Krause

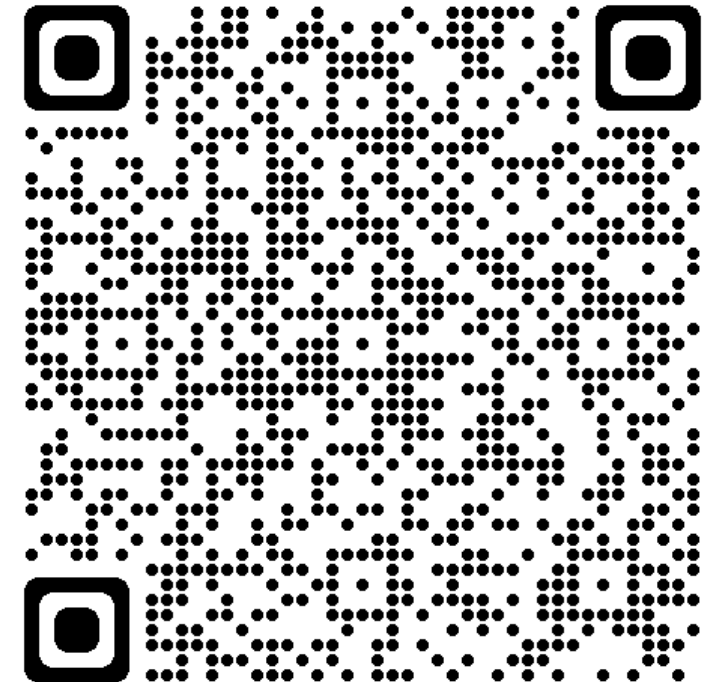
[amy.krause@ecy.wa.gov](mailto:amy.krause@ecy.wa.gov) or (360) 732-7789

Michele Boderck

[michele.boderck@ecy.wa.gov](mailto:michele.boderck@ecy.wa.gov) or 360-764-6807

**General questions:** Rebecca Rothwell

[rebecca.rothwell@ecy.wa.gov](mailto:rebecca.rothwell@ecy.wa.gov) or (360) 810-0025





# Thank you for joining us today!



**Application period opens July 5**